



COMMON VICTUALLER

Every food service establishment engaging in the business of preparing and/or providing food for seated patrons, on the premises from a permanent structure, must obtain a Common Victualler (CV) License issued by the local licensing authority, The Walpole Board of Selectmen, under MA General Laws, Chapter 140, Section 2

REQUIREMENTS FOR A COMMON VICTUALLER LICENSE:

1. Applicant is referred to the Building Inspector and Board of Health to check for compliance with the Zoning/Building requirements and Health Rules and Regulations of their offices.
2. License Application/Tax Affidavit, Workers' Compensation is to be filled out and a copy of Workers' Compensation Policy declaration page (showing the policy number and expiration date) submitted to the Selectmen's Office.
3. Floor Plan of premises and Affidavit that Applicant will comply with the floor plan as submitted.
4. Letter or Copy of lease agreement with owner of property.
5. Copy of Business Certificate as filed with Town Clerk or a copy of Corporation Papers.
6. Bank/Credit Reference obtained from the financial institution.
7. The Applicant will be required to appear before the Board of Selectmen during one of its regular public meetings.
8. A check for **\$75.00** made payable to the **Town of Walpole** for the annual Common Victualler fee. This fee cannot be pro-rated.
9. All Statutory requirements as provided in the General Laws must be complied with. This license is subject to revocation for cause.



Town of Walpole
Board of Selectmen's Office
Tel: 508-660-7277
135 School Street
Walpole, MA 02081

Application for License or Permit

Today's Date: _____

I _____, hereby make application to the
Board of Selectman of the Town of Walpole, Massachusetts for a:

Type of License: **Common Victualler License – Fee \$75.00** (check made payable to the
Town of Walpole)

Name of Business License/Permit: _____

D/B/A Name: _____

Address: _____

Business Telephone # (____) _____ - _____

Days and Hours of Operation: _____

Is this your first application for a license/permit? **Y / N**

Is this a renewal of a license/permit? **Y / N**

SIGN YOUR NAME IN FULL: _____

Residential Mailing Address: _____

Applicant/Bus Telephone: _____

EMAIL: _____

Comments: FOR TOWN USE ONLY

Police approval: Yes ☐ No ☐

Fire approval: Yes ☐ No ☐

Conditions: _____